



Local Emergency Management Committee

Meeting Minutes

Shire of Cunderdin Council Chambers

Tuesday 14th April 2026, 3.33pm

Disclaimer

Members of the public should note that in any discussion regarding any planning or other application that any statement or intimation of approval made by any member or officer of the Shire of Cunderdin during the course of any meeting is not intended to be and is not to be taken as notice of approval from the Shire of Cunderdin. No action should be taken on any item discussed at a Council meeting prior to written advice on the resolution of the Council being received.

Any plans or documents contained in this document may be subject to copyright law provisions (Copyright Act 1968, as amended) and the express permission of the copyright owner(s) should be sought prior to the reproduction.

CONTENTS

Page

ITEM 1	OPENING & ANNOUNCEMENTS	3
ITEM 2	ATTENDANCE AND APOLOGIES	3
2.1	Members	3
2.2	Invited Guests / Observers.....	3
2.3	Apologies	3
ITEM 3	DEPUTATIONS / PRESENTATIONS / SUBMISSIONS	3
ITEM 4	CONFIRMATION OF MINUTES AND BUSINESS ARISING	3
4.1	Confirmation of Minutes – 12 th March 2025	3
4.2	Business Arising	4
ITEM 5	CORRESPONDENCE	4
5.1	Inward 4	
5.2	Outward 4	
ITEM 6	STANDING ITEMS	4
6.1	Update of Contacts.....	4
6.2	Training Dates	4
ITEM 7	LEMC EXERCISES	4
ITEM 8	AGENCY UPDATES	4
8.1	WA Police.....	4
8.2	St John Ambulance	4
8.3	Fire and Emergency Services.....	4
8.6	Department of Communities	5
8.7	Department of Education.....	5
8.8	Department of Health	5
8.9	Local Government (inc. Bush Fire Brigades)	5
8.10	Rapid Relief Team	5
ITEM 9	URGENT BUSINESS.....	5
ITEM 10	NEXT MEETING DATES	6
ITEM 11	CLOSURE.....	6

SHIRE OF CUNDERDIN

ITEM 1 OPENING & ANNOUNCEMENTS

The Chairperson welcomed everyone to the Meeting and declared the Meeting open at 3.33pm.

ITEM 2 ATTENDANCE AND APOLOGIES

2.1 Members

Cr Alison Harris	Shire President/Chairperson
Cr Natalie Snooke	Councillor
Stuart Hobley	Shire of Cunderdin CEO
John Idland	Shire CESH
Kay Squibb	Shire of Cunderdin DCEO
Aidan Bull	WA Police
Kris Lee	Department of Fire and Emergency Services – DO (via Teams)
Elton Fawkes	Rapid Relief Team
Sue Masuku	Cunderdin Health Services Manager (via Teams)

2.2 Invited Guests / Observers

Nil.

2.3 Apologies

Joanne Spadaccini	Department of Communities
Michael Phillips	Department of Communities
Chris Turner	WA Police
Ashley Burges	Chief Bush Fire Control Officer
Shelby Robinson	Department of Fire and Emergency Services – DEMA
Jonathan Arnott	Principal - Cunderdin District High School Principal
Caroline Whitelock	Principal - Meckering Primary School
Matt Dowell	Principal – WA College of Agriculture
Tim Ford	Cunderdin VFRS – Captain
Ian Dawson	St John Ambulance

ITEM 3 DEPUTATIONS / PRESENTATIONS / SUBMISSIONS

Nil.

ITEM 4 CONFIRMATION OF MINUTES AND BUSINESS ARISING

4.1 Confirmation of Minutes – 12th March 2025

Attachment 4.1.1 – Minutes of the LEMC held 12th March 2025

Resolution

Moved John Idland Seconded Stuart Hobley

That the minutes of the Local Emergency Management Committee Meeting held on 12th March 2025 be confirmed as a true and correct record of that meeting.

CARRIED

4.2 Business Arising

Nil.

ITEM 5 CORRESPONDENCE

5.1 Inward

Nil.

5.2 Outward

Nil.

ITEM 6 STANDING ITEMS

6.1 Update of Contacts

Contact list was distributed with the agenda for updating as required.

Attachment 6.1.1

6.2 Training Dates

Refer item 10.

ITEM 7 LEMC EXERCISES

Refer item 10.

ITEM 8 AGENCY UPDATES

8.1 WA Police

Aidan Bull introduced himself as the new Constable.

8.2 St John Ambulance

Not in attendance.

8.3 Fire and Emergency Services

Kris Lee – DO

- Full complement of staff at present.
- DFES are investigating using the Merredin airstrip as the base for fire fighter planes.
- Increase in header fires over the season, discussions held with farmers to better understand where the issue lies.
- WAFES Conference being held 4-5 September 2026. John Idland advised that Trevor Diver has been nominated for a WAFES Award and the ceremony is being held during the Conference.
- Volunteer Leadership Day – dates have been set and invites sent.

8.6 Department of Communities

- Report attached – attachment 8.6.1.

8.7 Department of Education

Not in attendance due to school holidays.

8.8 Department of Health

Sue Masuku

- Requested support from the Shire for family accommodation to house staff.
- Coming into the winter months and flu season will get busier.
- Flu vaccinations will arrive in the coming weeks.

8.9 Local Government (inc. Bush Fire Brigades)

Cr Alison Harris – Shire President

- Extended thanks to Constable Dan Turner who has recently moved on, and welcome to Constable Aidan Bull.
- The Shire is monitoring the fuel situation in conjunction with WALGA.

Stuart Hobley – CEO

- Preparations were made in readiness for the impact of Cyclone Narelle. Both evacuation centres were on standby and staff arrangements were in place over that weekend. Even though it did not eventuate, it was a good exercise for staff.
- An emergency grab box has been made for Meckering, and stored at the Rec Centre in the event that the evacuation centre is activated.
- The Cunderdin evacuation centre was activated in November 2025 in response to the fire at Tammin. Shire staff and the Department of Communities attended. While only utilised by a few Tammin residents, it was also a good exercise for Shire staff.
- The emergency power supplies at both sites have some issues with automatic startup and the Shire is working with contractors to resolve.

John Idland - CESM

- Report attached – attachment 8.9.1

8.10 Rapid Relief Team

Elton Fawkes

- Call outs for local emergencies under the control of the Shire will not be charged.
- RRT is happy to assist where possible when the evacuation centres are activated.
- Will provide a fresh supply of food packs to John Idland and WA Police.
- WhatsApp group for the LEMC needs contacts updated.

ITEM 9 URGENT BUSINESS

Nil.

ITEM 10 NEXT MEETING DATES

Two meetings to be held per year and one desktop exercise.

Wednesday – 10th June 2026 (Desktop Exercise, John Idland to organise)

Wednesday – 9th September 2026

ITEM 11 CLOSURE

There being no further business, the Chairperson closed the meeting at 4.33pm.